



District of Columbia National Guard

AGR Announcement

13-309



APPLICATION MUST BE FORWARDED TO: Human Resource Office DC National Guard 2001 East Capitol Street Washington, DC 20003-1719 IN ORDER TO RECEIVE CONSIDERATION APPLICATION MUST BE RECEIVED BY 1630 EST ON CLOSING DATE OF THIS ANNOUNCEMENT	OPENING DATE: 11 March 2013	CLOSING DATE: 12 April 2013
	Position Title: Information System Opr-Analyst Grade: E6-E7	
	Selectee will be assigned to a compatible military position of: 25B4R (Army) / 3D172 (Air)	
Position Location: 33rd Civil Support Team (CST) DC Armory, Washington DC	Appointment Status [X] Enlisted [] Warrant Officer [] Officer	
AREA OF CONSIDERATION: GROUP III AGR: All Sources, AGR Resource is Available		
Special Remarks: 1. Must commit to 3 years stabilized tour. CST category 1 (fenced position). 2. Selectee must take and pass the Army Physical Fitness Test including Ht/Wt administered by the 33 RD CST prior to appointment to the position. Selectee will also be required to perform an agility test while wearing personal protective equipment (PPE) prior to appointment. Applicants will have their medical records screened by the 33 RD CST Physician Assistant before participating in the event and be medically cleared for participation.		
INSTRUCTION FOR APPLYING: This office will not accept applications mailed at government expense. Electronic or fax applications will not be accepted. <u>Failure to submit all required documents as outlined below will result in your application not being considered for employment.</u> AGR REQUIRED DOCUMENTS (no binders please): <u>ARMY and AIR</u> 1.) NGB 34-1 (<i>dated Nov 2010</i>) Application for AGR Position with original signature 2.) Separate sheet of paper with email address and additional point of contact number(s) 3.) Copy of current DA photo (<i>within 12 months</i>) 4.) Copy of Medically Signed/Completed Medical Profile (<i>as applicable</i>) 5.) MEDPROS printout with date of current PHA and PULHES included (<i>within 12 months</i>) 6.) Current copy of NGB 23b (RPAM Statement). (<i>within 12 months</i>) 7.) Copy of all DD 214s 8.) Copy of State driver's license and military driver's license. 9.) Letter(s) of recommendation (<i>optional</i>) <u>ARMY ONLY</u> 1.) Photocopies of last five NCOERs 2.) Current Certified copy of DA Form 2-1 or ERB/ORB (<i>certified by PSNCO within 12 months</i>) 3.) Current GPFM 1790 (PQR) (<i>within 12 months</i>) 4.) Current copy of DA 705 (<i>within 12 months</i>) * If body fat information is not included on DA 705, a DA 5500-R/5501-R is required <u>AIR ONLY</u> 1.) Photocopies of last five EPRs 2.) Current (<i>within 6 months</i>) Report of Individual Performance (RIP) from cMPF 3.) Recent PT Test from AFFMS (<i>within 12 months</i>) 4.) Current copy of AF Form 422 with PULHES		



The District of Columbia National Guard



Is an Equal Opportunity Affirmative Action Employer

Announcement Number: 13-309

Position: Information System Opr-Analyst

Brief Description of Duties:

The 33rd Civil Support Team (CST) is required to respond on a 90 minute no-notice recall and participates in at least 12 CBRN exercises and various NSSE's throughout the year. The CST responds to suspected terrorist incidents using Weapons of Mass Destruction (WMD) and/or natural or man-made disasters. The CST Information Systems Operator-Analyst prepares the CST digital information systems for deployment. Sets up and maintains the digital network for the Tactical Operations Center. Conducts liaison with the Incident Commander's staff to establish uninterrupted communications links and maintain communications/data exchange for all members of the CST. Monitors maintenance and operational status of Information Technology (IT) equipment. Ensures the CST has communications assets to provide command and control of CST personnel operating in Cold, Warm and Hot Zones. Ensures the entire CST has continuous communications during all mission phases to include; deployment, threat detection, identification, sample collection, sample analysis and re-deployment. During a response to an (CBRN) incident, he/she establishes an electronic reach-back link between local, state, federal and other agencies as assigned. Maintains interoperability with civilian and government ICS networks. Ensures recall communications equipment (cellular phones/AtHoc) is maintained at a 100 percent readiness status. As required, provides communications systems readiness reports. Manages CST computer hardware/software issues and the dissemination of classified information over a digital network. Integrates new software programs into the CST information management network. Ensures needed communication supplies and equipment are available. Operates CST communications, reach-back systems and information management equipment within the command post. Serves as a CST point of contact for information technology equipment issues. Writes the CST Communications SOP, and mission PACE Plans. Manages the team's Civil Support Team Information Management System (CIMS). Performs duties of Communications Team Chief in his/her absence. Maintains IT systems in UCS, ADVON and TOC. Coordinates with NAVAIR as needed. Works closely with the DCNG J6 to maintain garrison IT systems. Maintain individual Hazardous Materials Technical level certification.

Qualifications:

Minimum Qualifications:

1. Must continue to meet requirements of AR 135-18, ANGI 36-101, and NGR 600-5.
2. Must have a Top Secret Security clearance or be able to obtain one within the first year of AGR tour.
3. Must be eligible to obtain credentials from all supported agencies during any mission.
4. Physical demands: PULHES of 111221, APFT and agility test will be a determining factor.
5. Must possess a valid state vehicle operator's license
6. Must not be under a current Suspension of Favorable Personnel Actions (flag).
7. Selected applicant will be administered an APFT, HW testing and PPE evaluation test.
8. Selectee must be fully MOS/AFSC qualified or become qualified within the first year of AGR tour.

*Minimum qualifying score of 95 in aptitude area SC and EL.

Desired Qualifications:

1. Completion of Civil Support Skills Course
2. Completion of UCS Basic Course
3. Completion of Security Plus course
4. Completion of Net Plus course
5. Completion of CST WMD-CBRNE Network Admin Course (Ph1) (formerly MCITP).
6. Completion of FEMA Independent study courses (IS100, IS200, IS700)
7. Hazardous Materials Technician level

Eligibility Requirements:

1. Applicants who have voluntarily separated from the AGR Program are not eligible to re-enter for one year from date separation.
2. Applicants who have been involuntarily separated from the AGR Program are ineligible.
3. Must be able to complete at least 10 years of continuous service in an AGR status prior to reaching Mandatory Removal Date.
4. Must be able to complete 3 years prior to achieving 18 years Total Active Federal Service.
5. Prior to entry on AD or FTNGD in the AGR Program, must be medically certified as drug free, be tested negative for Human Immunodeficiency Virus (HIV), and not be pregnant, per AR 40-501 and AR 600-110
* pregnancy testing for female Soldiers will be accomplished no more than 15 days prior to initial entry
6. Must meet body composition/weight control standards in accordance with AR 600-9.
7. Must meet all eligibility requirements in accordance with AR 40-501, AR 135-18, and NGR 600-5.

Conditions of Employment:**SPECIAL REQUIREMENT:**

National Guard Membership: Prior to appointment to this position, selectee must be a member of the District of Columbia National Guard.

Electronic Funds Transfer: Selectee is required to participate in electronic funds transfer/direct deposit.

Evaluation Process: A Selection Panel will evaluate each applicant's relevant experience for the position based on the information supplied in the application documents outlined above, as well as a personal interview.

Equal Employment Opportunity: All qualified applicants will receive consideration for this announcement without regard to race, color, gender, religion, national origin, age, physical handicap, or membership/non-membership in an employee organization, in accordance with NGB Regulation 690-600 and ANGR 40-1613.

Points of Contact:**AGR Employment Questions:**

HR Specialist: SFC Ingrid Gardner / ingrid.l.gardner2.mil@mail.mil / 202-685-9767 (DSN 325-9767)

HR Specialist: TSgt Angel Love-Shorter / angel.d.loveshorter.mil@mail.mil / 202-685-9778 (DSN 325-9778)

AGR Manager: CPT Ryan McBride / ryan.mcbride@us.army.mil / 202-685-9779 (DSN 325-9779)

CST Specific Questions:

33rd CST Operations Officer: CPT Amber Ellison / amber.l.ellison3.mil@mail.mil / 202-821-7476